

**APPENDIX B APPLICATION SUBMISSION CHECKLIST**

| <b>Checklist</b>  | <b>Completed</b> | <b>Not Completed</b> |
|---|------------------|----------------------|
|   |                  |                      |
| Standard Form 424 - Application for Federal Assistance  |                  |                      |
| Did you complete Box 17 of SF 424 related to Federal Debt?  |                  |                      |
| Did you complete Box 16 of SF 424 related to EO 12372?  |                  |                      |
| Standard Form 424A - Budget Information - Non-Construction Programs – if applicable               |                  |                      |
| Standard Form 424B - Assurances - Non-Construction Programs – if applicable                       |                  |                      |
| Standard Form LLL - Disclosure of Lobbying Activities   |                  |                      |
| Administrative Capabilities Questionnaire   |                  |                      |
| Maintenance of Efforts (MOE) calculations – if applicable   |                  |                      |
| Applicant noted the correct allocation of matching funds and the source of funds - if applicable. |                  |                      |
| Program Narrative   |                  |                      |
| Budget Narrative  |                  |                      |
| Key Contact Form  |                  |                      |
| Indirect Cost Agreement - Current   |                  |                      |